

CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE AND REGULATION



Table of Equivalents

February 2003

The enclosed information is a summary of Section 117 of the California of Architects Board's (CAB) regulations and is provided to help candidates understand the evaluation of their eligibility for examination and licensure. Candidates are required to have a total of 5 years of Board-approved credit to be eligible for the written examination, 7-1/2 years for the California Supplemental Examination, and 8 years for licensure.

The alphanumeric symbols used for the Table References identify the applicable regulatory subsections of Section 117. After an application has been received, CAB staff performs an evaluation of the documents submitted by the candidate. The Evaluation of Record identifies the Table Reference and the amount of credit granted for each educational and work experience document submitted and the total amount of credit accrued by the candidate. A copy of the Evaluation of Record is sent to the candidate.

Education Equivalents

General Information Regarding Education Equivalents

Credit may be granted for units obtained without a degree under Table References (a)(1) through (a)(5) or (a)(14)(A). However, no credit is granted for units obtained without a degree under (a)(6) or (a)(7), unless those units were transferred to and accepted by a school degree program under (a)(1) through (a)(5).

..... *Reference (b)(4)*

Units obtained without a degree under Table References (a)(1) through (a)(5) or (a)(14)(A) may be granted credit of no more than 6 months less than the maximum credit allowed for that degree program. Thirty (30) semester units or 45 quarter units is considered one academic year. Fractions greater than one-half of an academic year may be granted one-half year of credit; however, smaller fractions are not granted credit. *Reference (b)(5)*

If a candidate has obtained a degree and has obtained units from more than one college or university, the degree is evaluated prior to the additional academic units. *Reference (b)(8)*

Credit is not granted for multiple degrees unless a candidate has obtained a professional degree in architecture and a post professional degree in architecture or with an emphasis on architecture as specified in (a)(14)(A). Otherwise, the degree that may be granted the most credit under the applicable Table Reference takes priority. *Reference (b)(9)*

A degree from a foreign college or university is granted credit according to the applicable Table Reference (a)(1) through (a)(7). A transcript(s) certified by the college or university must be evaluated by an educational evaluation service approved by the National Association of Credential

Listed below are various types of education that may be granted education equivalents credit, including the applicable Table References and the maximum amount of credit that may be granted per category.

Table Reference	Description	Maximum Credit Allowed
(a)(1)	<p>A professional degree in architecture where the degree program has been accredited by the National Architectural Accrediting Board (NAAB) or the Canadian Architectural Certification Board (CACB), or units toward such a degree.</p> <p>A "professional degree" program is one of the following: 1) Bachelor of Architecture, five-year program; 2) Bachelor of Architecture for individuals with a prior degree; 3) Master of Architecture, four-year undergraduate program in architecture plus a two-year graduate program in architecture; 4) Master of Architecture, four-year undergraduate program in another discipline plus a three-year graduate program in architecture. <i>Reference (b)(2)</i></p> <p>Credit may be granted for a professional degree in architecture, or units toward such a degree, from an NAAB or CACB-accredited program if such program is or was accredited by NAAB or CACB either at the time of graduation or within two years after the date of graduation or termination of enrollment. <i>Reference (b)(3)</i></p>	5 years
(a)(2)	<p>A professional degree in architecture where the degree program has not been accredited by NAAB or CACB and the program consists of at least a five-year curriculum, or units toward such a degree.</p>	4 years

Evaluation Services, Inc. equating the degree to a comparable U.S. degree. The candidate is responsible for any cost of evaluation. Professional degrees accredited by CACB are not required to be evaluated.

..... *Reference (b)(11)*

Units obtained from a foreign college or university are granted credit according to the applicable Table Reference (a)(1) through (a)(5). A

transcript(s) certified by the college or university must be evaluated by an educational evaluation service approved by the National Association of Credential Evaluation Services, Inc. equating the units to units toward a comparable U.S. degree. The candidate is responsible for any cost of evaluation. Professional degrees accredited by CACB are not required to be evaluated. *Reference (b)(12)*

Table Reference	Description	Maximum Credit Allowed
(a)(3)	A four-year degree in architecture Baccalaureus Atrium (BA), Atrium Baccalaureus (AB), Bachelor of Science (BS), or units toward such a degree.	3-1/2 years
(a)(4)	A degree from a school/college which has an NAAB or CACB accredited professional degree program in architecture, where the degree could be accepted for entry into a two-year NAAB or CACB-accredited Master of Architecture program, or units toward such a degree.	3-1/2 years
(a)(5)	A degree which consists of at least a four-year curriculum in a field related to architecture, or units toward such a degree. <i>Degrees in a field related to architecture are the following: Architectural Design; Architectural Engineering; Architectural Studies; Architectural Technology; Building Science; City and Regional Planning; Civil, Mechanical, Structural, or Electrical Engineering; Construction Engineering; Construction Management; Environmental Design; Interior Architecture; Landscape Architecture; and Urban and Regional Design. Reference (b)(6)</i>	2 years
(a)(6)	Any other college or university degree which consists of at least a four-year curriculum.	1 year
(a)(7)(A)	Any other city/community college degree which consists of at least a two-year curriculum.	6 months
(a)(7)(B)	Any other city/community college degree or technical school certificate in a field related to architecture.	1 year

Work Experience Equivalents

General Information Regarding Work Experience Equivalents

Candidates must be at least 18 years of age or a high school graduate before they may be eligible to receive credit for work experience. *Reference (c)(1)*

CAB grants credit to candidates only when the supervising licensed professional is licensed by the state or by the qualifying foreign country where the work experience is obtained or where the project is located. Work experience under the direct supervision of a licensed professional as defined in subsections (a)(8), (a)(12)(A), and (a)(13) that is obtained under the authority of or on the property of the United States Federal Government is exempt from this requirement. *Reference (c)(2)*

Work experience is considered on the basis of a calendar month of 40-hour work weeks. Credit shall be granted for overtime. *Reference (c)(3)*

Every candidate must earn at least one year of training credit for experience as or under the direct supervision of an architect licensed in a United States jurisdiction. Candidates with an NCARB Certificate (blue cover) and those who complete NCARB's IDP or Canada's IAP are exempt from this requirement. *Reference (c)(4)*

Practice equivalents credit for self-employment may be accumulated only after initial registration or licensure by a licensing authority of a political jurisdiction.
..... *Reference (d)(1)*

Candidates verifying their experience as a licensed professional or certified California building official must submit an Employment Verification Form on their own behalf; proof of licensure, registration, or certification; and a project list including the names and addresses of clients, types of projects, construction costs, project start dates, completion dates, and all services provided by the candidate. *Reference (d)(2)*

CAB does not grant credit for independent, non-licensed practice or experience, regardless of claimed coordination or liaison with licensed professionals. *Reference (e)(1)*

Listed below are various types of work experience that may be granted work experience equivalents credit, including the applicable Table References and the maximum amount of credit that may be granted per category.

Table Reference	Description	Maximum Credit Allowed
(a)(8)	Work experience under the direct supervision of an architect(s) licensed in a United States jurisdiction is granted 100% credit.	8 years
(a)(9)	Certification by the National Council of Architectural Registration Boards (NCARB) is granted eight years of credit upon receipt in the Board office of the candidate's current and valid NCARB blue cover file transmitted by NCARB.	8 years
(a)(10)	<p>While a candidate is enrolled in a college or university, credit is granted:</p> <p>(A) 100% for work experience obtained under the direct supervision of an architect(s) licensed in a United States jurisdiction.</p> <p>(B) 50% for experience as, or experience obtained under the direct supervision of, a registered civil or structural engineer and/or a licensed landscape architect licensed in a United States jurisdiction.</p> <p>(C) 50% for experience as, or experience obtained under the direct supervision of, a California licensed general building contractor.</p> <p>(D) 50% for experience as, or experience obtained under the direct supervision of, a California certified building official.</p> <p>(E) 50% for experience as, or experience obtained under the direct supervision of, a foreign licensed architect licensed in the qualifying foreign country where the experience occurred.</p> <p><i>Experience obtained as, or experience obtained under the direct supervision of, a licensed professional as defined in Table References (a)(8), (a)(12), and (a)(15)(A) or (B) while a candidate is enrolled in a college or university is granted a maximum of one year credit as defined in (a)(10)(A) through (E). A candidate who obtains work experience under the direct supervision of a licensed professional as defined in (a)(8), (a)(12), and (a)(15)(A) or (B) while enrolled in a college or university shall have either his or her education and/or experience evaluated according to the method which provides the candidate the most credit. A candidate enrolled in a degree program where units earned are based on work experience courses (i.e., internship or co-op programs) is not granted more credit than the maximum allowed for the applicable degree earned under (a)(1) through (7).</i></p> <p>..... Reference (b)(7)</p> <p><i>A California certified building official is defined by Section 18949.27 of the Health and Safety Code as an individual who is certified in accordance with or otherwise exempt from Chapter 7, Part 2.5 of Division 13. Reference (c)(7)</i></p>	<p>1 year</p> <p>1 year</p> <p>1 year</p> <p>1 year</p> <p>1 year</p>
(a)(11)	<p>Completion of the Intern Development Program (IDP) of the National Council of Architectural Registration Boards (NCARB) or the Intern Architect Program (IAP) of Canada shall be granted a minimum of three years of credit upon receipt in CAB's office of the candidate's current and valid NCARB IDP record transmitted by NCARB or documentation transmitted by a Canadian provincial architectural association, respectively.</p> <p><i>The entry point for IDP shall be as defined in NCARB's IDP Guidelines or for those candidates without an NAAB-accredited degree after three years of education equivalents. Reference (c)(8)</i></p>	5 years

Table Reference	Description	Maximum Credit Allowed
(a)(12)(A)	Experience as, or experience obtained under the direct supervision of, a registered civil or structural engineer and/or a licensed landscape architect licensed in a United States jurisdiction is granted 50% credit.	2 years
(a)(12)(B)	Experience as, or experience obtained under the direct supervision of, a California licensed general building contractor is granted 50% credit.	1 year
(a)(12)(C)	Experience as, or experience obtained under the direct supervision of, a California certified building official is granted 50% credit. <i>Work experience under the direct supervision of a "responsible managing officer" operating under a corporate contractor license must be verified by the responsible managing officer of that corporation. Reference (c)(6)</i> <i>Training experience under Table References (a)(10)(B) through (D), (a)(12), and (a)(14) can be accumulated only after the candidate has obtained credit for at least the five years of educational equivalents as evaluated by CAB. Candidates who complete IDP or IAP are exempt from this requirement for their IDP/IAP training units. Reference (e)(2)</i>	1 year
(a)(13)	Work experience as a licensed architect practicing in another U.S. jurisdiction with a verified record of substantial architectural practice is granted 100% credit.	8 years
(a)(14)(A)	A post professional degree in architecture or with an emphasis on architecture consisting of a Master, Master of Science, or Ph.D. degree, or units toward such a degree, OR	1 year
(a)(14)(B)	Teaching and/or research in NAAB or CACB-accredited architectural curriculums is granted 100% credit only for those hours worked if verified by the college or university. <i>Candidates who possess a professional degree and also possess a post professional degree in architecture or with an emphasis on architecture as specified in (a)(14)(A) may be granted one additional year credit for the post professional degree. Reference (b)(10)</i> <i>Training experience under Table References (a)(10)(B) through (D), (a)(12), and (a)(14) can be accumulated only after the candidate has obtained credit for at least the five years of educational equivalents as evaluated by CAB. Candidates who complete IDP or IAP are exempt from this requirement for their IDP/IAP training units. Reference (e)(2)</i>	OR 1 year
(a)(15)(A)	Work experience under the direct supervision of an architect licensed in the qualifying foreign country where the experience occurred is granted 50% credit.	7 years
(a)(15)(B)	Work experience as a foreign licensed architect licensed in the qualifying foreign country with a verified record of substantial architectural practice is granted 50% credit. <i>"Qualifying foreign country" means a foreign country whose standards and qualifications for issuing a license to practice architecture are equivalent to those required in this state. Reference (c)(2)</i>	7 years

Note Regarding Table References (a)(10) and (a)(12)

Any combination of credit received under Table References (a)(10)(B) and (a)(12)(A) shall not exceed the two years maximum credit granted for experience as, or experience obtained under the direct supervision of, a registered civil or structural engineer and/or a licensed landscape architect licensed in a United States jurisdiction. Any combination of credit received under (a)(10)(C) and (a)(12)(B) shall not exceed the one year maximum credit granted for experience as, or experience obtained under the direct supervision of, a California licensed general building contractor. Any combination of credit received under (a)(10)(D) and (a)(12)(C) shall not exceed the one year maximum credit granted for experience as, or experience obtained under the direct supervision of, a California certified building official. Any combination of credit received under subsections (a)(10)(E) and (a)(15)(A) or (B) shall not exceed the maximum credit allowed for experience as, or experience obtained under the direct supervision of, a foreign licensed architect licensed in the qualifying foreign country where the experience occurred. Candidates cannot exceed two years maximum credit in any combination under subsections (a)(10)(B) through (D) and (a)(12)(A) through (C). *Reference (c)(5)*

Questions Frequently Asked by Candidates

What are the written examination filing deadlines?

There are no filing deadlines for the Architect Registration Examination. New candidates may apply when they feel they have met the eligibility requirement of a minimum of five years of qualified education and/or work experience. Applications are accepted on a year-round basis.

May I submit my application and fee for the written examination without Employment Verification Forms and transcripts?

Yes. The application and fee may be received prior to CAB receiving the Employment Verification Forms and transcripts; however, eligibility cannot be determined until the appropriate documents are received.

Do I need an accredited degree in architecture in order to be eligible for the examination?

No. An accredited degree in architecture is not required for licensure in California at this time. It is, however, required by approximately 33 other states.

May I apply for the examination if I have not graduated yet or my degree has not yet been posted to the transcripts?

Yes, if you have enough work experience to meet the minimum five-year requirement.

May I submit a copy of my transcript with the application?

Transcripts must be certified originals sent directly by the college or university to CAB's office. CAB does not grant credit for transcripts marked "Issued to Student." Foreign transcripts may be submitted by the candidate if it is not possible for the school to send them directly to CAB's office. Original foreign transcripts will be returned to the candidate by certified mail, if requested. All foreign transcripts must be evaluated by an approved education evaluation service.

May I receive credit for work experience performed during the acquisition of my degree?

Yes. Please refer to Table Reference (a)(10).

How will I know when I can retake a failed division?

Candidates are notified by the test vendor with a new Authorization to Test when eligibility is reset after the six-month waiting period.

May I have work verification forms and/or transcripts submitted from other state boards?

No. You must use California's forms to receive credit. Transcripts must be certified originals.

How can I receive credit for exam divisions passed in another state?

You must contact the other state's licensing board and request to have a certification of passed exam scores sent to CAB's office. The certification must include the division names and exam dates and scores.

How is my Evaluation of Record prepared?

Each Employment Verification Form and transcript received is evaluated by CAB staff according to the applicable Table Reference. The Evaluation of Record lists each Employment Verification Form and transcript received and the amount of credit granted according to the Table of Equivalents. Please see sample on the back cover. CAB staff processes Employment Verification Forms and transcripts as they are received and notifies the candidate with an update letter if any additional information is required to determine eligibility.

How do I know when I'm eligible to take the examination?

CAB sends an Eligible Letter to new candidates that indicates eligibility has been established and shows the amount of credit accrued. An Eligibility Notification is sent to reexaminees.

What is IDP and is it required in California?

IDP is the Intern Development Program which is a structured internship program maintained by the National Council of Architectural Registration Boards. IDP is not required for licensure in California at this time; however, beginning January 1, 2005, CAB plans to require new candidates to complete IDP as a requirement for the California Supplemental Examination and licensure, pending regulatory approval. By the year 2005, almost all other states will require candidates to complete IDP.

Why do I have two identification numbers?

CAB assigns an ID# when an Application for Eligibility Evaluation is received. The test vendor then assigns a different ID# when an eligible candidate is issued an Authorization to Test form. This number must be used when making an appointment for examination.

Can I call CAB to schedule an examination?

No. Candidates must call the local testing facility or the test vendor's 800 number to make an appointment. Information on how to schedule an examination is sent to candidates by the test vendor after eligibility has been established.

How many times can I take one division in a year if I should fail?

Each division can be taken once every six months. This allows a candidate the opportunity to take each division twice in one year, if necessary.

What is required if I let my ARE eligibility lapse?

If the candidate file has been purged or more than five years have lapsed since the candidate last took an exam, the candidate must submit an Application for Eligibility Evaluation, the \$100 application review fee, and documentation to determine eligibility based on the Board's current Table of Equivalents at the time of reapplication.



California Architects Board

public protection through examination, licensure and regulation

400 R Street, Suite 4000 • Sacramento, CA 95814

phone: (916) 445-3393 • fax: (916) 445-8524

e-mail: cab@dca.ca.gov • web site: www.cab.ca.gov

Sample Evaluation of Record

Candidate # **EX350403**

Name **Doe, John**

Date **7/20/88**

EDUCATION

Item #	Institute	Dates	Degree	Table Rating	Credit
A	Arizona State University	9/80-6/84	BS Arch Studies	(a)(4)	3-6
B	USC	1/85-6/88	B Arch	(a)(1)	1-6 <i>see Ref. (b)(9)</i>

TRAINING AND EXPERIENCE

Item #	Dates	Employer/Type/Comments	Table Rating	Credit [y-m-w-d]
1a	6/81-9/81	Rose-arch (summer)	(a)(8)	0-3
1b	9/81-6/82	Rose-arch (@ 20 hrs)	(a)(10)(A)	0-4-2
2	6/84-9/84	Martin-contr (Arizona) <i>see Ref. (a)(12)(b)</i>		No Credit
3a	9/85-9/88	Cooke-contr (@ 20 hrs) <i>see Ref. (b)(7)</i>	(a)(10)(C)	0-7-2 max
3b	9/88-4/90	Cooke-contr	(a)(12)(B)	0-3-2
4	4/15/90-9/90	Schroeder-arch (Germany) <i>A license is required to practice</i>	(a)(15)(A)	0-2-1
5	9/15/91-1/91	Holtz-arch (Sweden) <i>No license is required to practice</i>		No Credit
6	1/15/91-1/15/93	Dean-civ engr	(a)(12)(A)	1-0 max
7	3/93-9/94	Cutter-contr <i>see Ref. (c)(5)</i>	(a)(12)(B)	0-1 max

A-10: Maximum credit allowed—1 year

A-12A: 50% credit, maximum allowed—2 years

A-12B: 50% credit, California only, maximum allowed—1 year; both deferred to after 5 years of educational equivalents verified

A-14: Maximum 1 year—use unit eval method

A-15: 50% credit, maximum allowed—7 years

Other/Notes **Need 4-1/2 months more under U.S. architect prior to licensure.** *see Ref. (c)(4)*

CERTIFICATION REQUIREMENTS

Written Exams Completed:

7-part, 36-hr Exam _____
 Equivalency Exam _____
 Qualifying Exam _____
 Professional Exam _____
 CALE _____
 Architect Reg. Exam _____
 One Year Under Architect _____
 Certified Transcript _____
 Verified Test Scores _____

Registration (State)

Date

Current Registration

Date Expires

Verified Date	Total Credit	Initials/Date	Verified
9/88	6-3	sm 9/88	pm
9/90	6-9 1/2	co 10/90	pm
9/94	7-9 3/4	lh 10/94	pm